

MINUTES

BOARD OF COUNTY COMMISSIONERS MEETING

October 6, 2003

The Commissioners met in session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, October 6, 2003, at 2:00 p.m. Commissioners Bob Beerbower, Dennis Morrisette and Al Carter were present. Also in attendance was Sandi Daniels, Clerk of the Board. Jim Baker, Prosecuting Attorney was present.

MINUTES OF PREVIOUS MEETING: The minutes of the September 29, 2003 meeting were continued to October 13, 2003.

BIDS

None

HEARINGS

Petition to Vacate Portion of Unopened Right-of-Way: There was a public hearing to consider an application received from Dravin McGaughy to vacate pursuant to R.C.W. 36.87.020 the following right of way. All that portion of unopened right of way known as May County Road lying in the Plat of Elma Garden Hill Tracts 60 and 62 located in Section 26, Township 18 N Range 6 W.W.M. Chairman Morrisette asked for a staff report. Paul Easter, Director of the Department of Public Services, reported that May County Road was established as a county road on September 19, 1921 with thirty feet of right of way. On October 3, 1977 the right of way was vacated except for the portion that goes through Mr. McGaughy's property. The Order of Vacation in 1977 stated that the right of way has never been improved as a public road and was being maintained as a private access road. That is also its current status. It also has a private locked gate at its beginning where it intersects with Boley Road #76590. Mr. McGaughy has granted easements to those property owner's east of his property who also use this right of way, Stephanie Luce, Mary Sweeney, and the City of Elma. They will be recorded if the vacation is approved. The county found no future benefit in retaining the public right of way that they vacated in 1977 and the Department of Public Services agree that the portion going through Mr. McGaughy's also has no benefit to the public. The fifty percent appraisal value of \$2,145.00 has been paid in advance by Mr. McGaughy. The Department of Public Services recommended that Mr. McGaughy's petition to vacate be granted and the right of way be placed back on the tax rolls. 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. 03-105 – Order of Vacation Right of Way Known As May County Road Lying In The Plat Of Elma Garden Hill Tracts 60 & 62.**

PRESENTATION

None

DEPARTMENT OF PUBLIC SERVICES

Request Approval, Resolution Authorizing Purchase and Sales Agreement: Last March the Board of County Commissioners approved the purchase of property in Hoquiam for the new Food Bank Distribution Warehouse. The County was recently notified of approval by the state of a Block Grant of \$800,000 to help construct the building. As funding is now in place, they wish to move forward with purchase of the property. The Prosecutor's office has prepared the proposed resolution, sales agreement, and deed. The Department of Public Services recommended approval of the resolution. A motion was made, seconded and passed to approve **Resolution No. 03-106 – Resolution Authorizing Purchase Of Real Property For Location Of The Grays Harbor Food Bank.**

Request Approval, Resolution Acknowledging Vacation: The Department of Public Services has received a petition from Bob Bonnell representing Buffalo Timber Company Inc. to acknowledge vacation of right of ways surrounding property they own in the Plat of South Arbor 1st Addition. The Department of Public Services find no record of any of these rights of way ever being opened within the applicable time period. They have no objection to the Board acknowledging these rights of way having been automatically vacated by operation of law. A motion was made, seconded and passed to approve **Resolution No. 03-107 – Resolution Acknowledging Vacation Plat of South Arbor First Addition Volume 2 Page 51, Records of Grays Harbor County.**

DEPARTMENTS

MANAGEMENT SERVICES

Request Approval, Continued from 09/22 – One-Time Only Interlocal Agreement: The Clerk of the Board reported this item was continued from last week. The One Time Only Interlocal Agreements are between Grays Harbor County and the Cranberry Coast Chamber of Commerce for \$2,000, Montesano Chamber of Commerce for \$2,000 and the Aberdeen Kiwanis for \$250. Funding will be used for the promotion of tourism for the Cranberry Coast Festival, Montesano Festival of People and the 2003 Taste of Grays Harbor. This funding will be provided on a reimbursable basis with copies of invoices submitted to the Department of Management Services for allowable expenses.

Request Approval, Set Hearing Date, Supplemental Appropriation, Health

Department Fund: October 20, 2003 at 2:00 p.m. is the date and time set for a Supplemental Budget Hearing for \$9,800 in the General Fund Public Health & Social Services Department for Amendment #6 to the Consolidated Contract. The department is receiving \$9,800 in federal funding to contract for changes to be made in the client data system in order to report electronically to the state for Family Planning activities. Funding will be used in professional services.

Request Approval, Budget Transfer Resolution: It was requested that a \$50,000 budget transfer be made within the Distressed Area Capital Fund #310 economic development projects for purchase of the Grays Harbor/Pacific Counties Food Bank Distribution Land. Grays Harbor County has received a \$800,000 CDBG Block Grant for construction of a Food Bank located in the City of Hoquiam on three acres at the corner of Washington and Tyler Streets per the property description Sales Agreement. Funds are available in the P WTF Ferry Loan principal budget line because principal was returned to the state in June, 2003 canceling the loan. A motion was made, seconded and passed to approve **Resolution No. 03-108 – Transferring Items In The Grays Harbor County Miscellaneous Fund Distressed Area Capital #310-000-000.**

Request Approval, Salary Resolution District Court: Judge Brown provided information regarding reorganization in the District Court Office. He explained the proposed salary resolution reflects changes as a result of reorganizing the District Court to create a criminal department in the Montesano Office and a civil and infraction case department at the Aberdeen Office. This process has been facilitated by the retirement of an employee at the end of June and not filling the position. A motion was made, seconded and passed to approve **Resolution No. 03-109 – Amending Resolution No. 03-04 And Fixing Compensation Of Employees From & After January 1, 2003.**

HEALTH AND SOCIAL SERVICES

Request Approval, Amendment to PCI Contract/Mental Health Services: A motion was made, seconded and passed to approve an amendment to the County's contract with PCI who provides data base management for mental health services. The contract is extended until December 31, 2003. At that point a "consortium" of RSNs will be implementing a common data base system and management.

Request Approval, Contract w/State Department of Health/Nutrition Education: A motion was made, seconded and passed to approve a contract between the County and the State Department of Health to provide nutrition education for low-income families. There will be up to \$19,876 in federal matching funds available for activities that will focus on enhancing breast feeding education.

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Request Approval, Application Use of Meeting Room/Elma Timberland Regional

Library: A motion was made, seconded and passed to approve an application for the Department to use the Elma Timberland Regional Library meeting room. The Parenting Action Team will be using the room on Thursday, October 23, 2003, for their meeting. Use of the room is free.

Request Approval, Amendment to Contract w/State Department of Health:

A motion was made, seconded and passed to approve an amendment to the County's contract with the State Department of Health. This amendment adds \$50,000 for Bioterrorism planning through August 2004. Additionally, the Department is receiving \$9,800 in federal funding to contract for changes to be made in their client data system in order that reporting to the state of Family Planning activities can be performed electronically. These reports are currently produced on paper. The Drinking Water Program is increased by \$8,900. The total increase is \$68,700 of which \$59,800 is federal funds.

Agreement w/ACW/EDI Gateway: A motion was made, seconded and passed to approve an Agreement between the County and ACS/EDI Gateway. Due to federal HIPPA Privacy requirements, the State's DSHS Medical Assistance Administration has made arrangements for billing claims to be submitted through a third party organization. This Agreement formalizes the process for the Department to submit HIPPA complaint electronic claims after October 16, 2003.

COMMISSIONERS

Receive 2004 Preliminary Budget & Schedule Preliminary Budget Hearing Dates:

The Clerk of the Board announced that Rose Elway, Budget Director, has provided the 2004 Preliminary Budget. As a result, Preliminary Budget Hearings have been scheduled and will be distributed to all Departments. Preliminary Budget Hearing dates will be included on the agenda for public information. Rose Elway provided a staff report regarding the 2004 Preliminary Budget. She presented a budget packet including summary General Fund and Miscellaneous Fund schedules showing all department budget requests. The summary schedules include General Fund 2003 revenues and expenditures analysis through August 2003. Ms. Elway reported that each General Fund non-dedicated revenue dollar is spent as follows: Law and Justice and Public Safety \$.80. Each General Fund dollar is spent as follows: Personnel and Benefits \$.73 and Contracts and Services \$.27. She reported that 75% of the 2004 Current Level Budget is spent on Law and Justice and Public Safety and Health. The County is required to provide a minimum level of mandated services. Ms. Elway reported an unfunded state mandate for the year 2004 is for the Presidential Election. The County is required to pay

all the costs for the 2004 Presidential Election. The Presidential Election is estimated to cost an additional \$128,000. Ms. Elway provided highlights of the Miscellaneous Funds.

AUDITOR

Request Approval, Payroll & Payables for September: A motion was made, seconded and passed to approve Payroll and Payable for the month of September 2003. Total Claims -- \$6,633,689.38; Total Salary -- \$1,946,665.34 for a monthly total of \$8,580,354.72.

PUBLIC COMMENT

Chairman Morrisette asked for public comment. Jean Gayle, resident of Central Park, spoke as a representative of Montesano and Grays Harbor County. She discussed the sale of the France home and property and expressed concern for the protection of the 100-year old Linden tree located on the France property. She asked for assistance and suggestions in helping protect the tree. It was suggested that Ms. Gayle contact the City of Montesano. There was no further public comment.

ANNOUNCEMENT(S)

Chairman Morrisette read a resolution honoring Sandi Daniels for 27 years of service to Grays Harbor County. A motion was made, seconded and passed to approve **Resolution No. 03-110 – Honoring Sandi Daniels For 27 Years Of Service To Grays Harbor County**. Chairman Morrisette expressed appreciation to Sandi for her invaluable support to the Commissioners. Commissioner Beerbower thanked Sandi for her knowledge and experience and wished her the very best. Commissioner Carter expressed appreciation to Sandi for her dedication and support. Sandi thanked everyone for their support and friendship.

CORRESPONDENCE

A letter was received from Joan Hauser-Crowe, Volunteer Services Coordinator for the Washington State Parks and Recreation Commission. On behalf of the Washington State Parks and Recreation Commission, she thanked the County for waiving the transfer station disposal fees for debris collected during the 2003 beach clean-up, Operation Shore Patrol, in its 32nd year. The clean-up event took place at Ocean City, Pacific Beach, Twin Harbors and Grayland State Parks on September 20th and 21st.

APPOINTMENT(S)

Mental Health Advisory Board: A motion was made, seconded and passed to appoint Joy Davis to the Mental Health Advisory Board. This appointment would bring the total membership to ten.

STAFF MEETINGS

The Board held staff meetings on Monday, September 29, 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, Budget Director and Health and Social Services Director.

RESOLUTIONS

The following resolutions were approved and signed:

- #03-105 Order Of Vacation Right of Way Known As May County Road Lying In The Plat Of Elma Garden Hill Tracts 60 & 62**
- #03-106 A Resolution Authorizing Purchase of Real Property For Location Of The Grays Harbor Food Bank**
- #03-107 Resolution Acknowledging Vacation Plat of South Arbor First Addition Volume 2 Page 51, Records of Grays Harbor County**
- #03-108 Transferring Items In The Grays Harbor County Miscellaneous Fund Distressed Area Capital #301-000-000**
- #03-109 Amending Resolution No. 03-04 And Fixing Compensation Of Employees From & After January 1, 2003**
- #03-110 Honoring Sandi Daniels For 27 Years Of Service To Grays Harbor County**

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ORDINANCES

None

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The meeting adjourned at 2:57 p.m. to Monday, October 13, 2003 at 2:00 p.m.

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

BOB BEERBOWER, Commissioner, District 1

DENNIS MORRISETTE, Chairman

ALBERT A. CARTER, Commissioner, District 3

ATTEST:

Sharon Meier
Deputy Clerk of the Board